

CITY OF WESTMINSTER
RESOLUTION NO. 5130

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF WESTMINSTER, AMENDING RESOLUTION NO. 5115 FOR THE COMPENSATION PLAN FOR THE MANAGEMENT, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES OF THE CITY OF WESTMINSTER FOR THE PERIOD OF JULY 1, 2020-JUNE 30, 2023, AMENDING EXHIBIT A, SALARY SCHEDULE AND MODIFYING THE COMPENSATION PLAN

WHEREAS, California Government Code Section 20636 and California Code of Regulations Section 570.5 require California Public Employee Retirement System member agencies to maintain and publicly post publicly available pay schedules; and

WHEREAS, Exhibit A attached hereto is a Salary Schedule for all City of Westminster full-time Administrative, Management, and Confidential employees; and

WHEREAS, City staff has recommended modifying the City's Compensation Plan and Management, Administrative and Confidential Employees salary schedule; and

WHEREAS, modification of the City's Compensation Plan and Salary Schedule(s) requires approval of the City Council.

THE CITY COUNCIL OF THE CITY OF WESTMINSTER HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council of the City of Westminster desires to amend the salary schedule for the City's Administrative, Management, and Confidential Employees attached hereto as Exhibit A;

A. The following hourly rate ranges and classifications will be modified:

- Housing Specialist - \$35.12 - \$44.86
- Senior Administrative Assistant - \$30.38 – \$38.79

B. The following classifications will be eliminated from the salary schedule due to underutilization:

- Applications Supervisor
- Assistant to the City Manager
- Human Resources Manager
- Administrative Assistant II/City Council
- Executive Assistant
- Information Systems Specialist


SECTION 2. The City Council of the City of Westminster desires to comply with Government Code Section 20636 and California Code of Regulations Section 570.5, and authorizes the City Manager to make publicly available the City of Westminster Salary Schedule for Administrative, Management, and Confidential Full-Time Classifications attached hereto as Exhibit A; and

SECTION 3. The Mayor shall sign as to the passage, approval, and adoption of this Resolution.

SECTION 4. The Interim City Clerk shall certify to the passage and adoption of this resolution and shall affix their signature and City Seal and that same shall be entered into the Book of Resolutions.

PASSED, APPROVED, and ADOPTED this 22nd day of June 2022.

CITY OF WESTMINSTER



TRI TA
MAYOR

ATTEST:



LUCIE COLOMBO, CMC, CPMC
INTERIM CITY CLERK


**CITY OF WESTMINSTER
CITY CLERK'S OFFICE**

**CERTIFICATION
OF
RESOLUTION**

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF WESTMINSTER)

I, LUCIE COLOMBO, CMC, CPMC, Interim City Clerk of the City of Westminster, do hereby certify that the foregoing Resolution No. 5130 was duly passed and adopted by the City Council of the City of Westminster at a regular meeting held on the 22nd day of June 2022, with the following vote:

AYES:	COUNCIL MEMBERS:	TA, MANZO, DO, HO, NGUYEN
NOES:	COUNCIL MEMBERS:	NONE
ABSENT:	COUNCIL MEMBERS:	NONE
ABSTAIN:	COUNCIL MEMBERS:	NONE



Lucie Colombo, CMC, CPMC
Interim City Clerk

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EXHIBIT A

Management, Administrative, and Confidential Employees July 1, 2020 through June 30, 2023

Administrative Monthly

Classification	Exemption	Step A	Step B	Step C	Step D	Step E	Step F
Accounting Manager	Exempt	7,867	8,260	8,674	9,107	9,562	10,041
Accounting Supervisor	Exempt	6,278	6,591	6,921	7,268	7,631	8,012
Assistant City Clerk	Exempt	5,478	5,752	6,039	6,341	6,658	6,991
Assistant City Engineer	Exempt	9,580	10,059	10,562	11,090	11,644	12,227
Assistant Community Services Director	Exempt	7,808	8,198	8,608	9,038	9,491	9,965
Assistant Finance Director	Exempt	9,580	10,058	10,562	11,089	11,644	12,227
Assistant Public Works Director	Exempt	9,975	10,473	10,997	11,547	12,124	12,730
Associate Engineer	Exempt	7,531	7,908	8,304	8,719	9,154	9,612
Building Official	Exempt	9,580	10,058	10,562	11,089	11,644	12,227
Business Services Manager*	Exempt	8,872	9,316	9,782	10,271	10,784	11,323
Civil Engineering Associate	Exempt	7,531	7,908	8,304	8,719	9,155	9,612
Code Enforcement Manager*	Exempt	7,617	7,998	8,398	8,818	9,259	9,723
Community Services & Recreation Supervisor	Exempt	5,468	5,741	6,028	6,330	6,647	6,979
Deputy Police Chief	Exempt	12,619	13,250	13,913	14,608	15,338	16,106
Economic Development Manager	Exempt	8,181	8,590	9,020	9,472	9,945	10,443
Family Resource Center Supervisor	Exempt	5,468	5,741	6,028	6,330	6,647	6,979
Garage Superintendent	Exempt	7,398	7,768	8,157	8,564	8,992	9,442
Housing Manager*	Exempt	8,488	8,913	9,358	9,826	10,318	10,834
Information Technology Manager	Exempt	9,384	9,854	10,346	10,864	11,406	11,977
Information Technology System Supervisor	Exempt	7,686	8,070	8,472	8,896	9,340	9,807
Maintenance Superintendent	Exempt	7,398	7,768	8,157	8,564	8,992	9,442
Network Engineer	Exempt	7,317	7,684	8,069	8,471	8,895	9,338
Planning Manager	Exempt	9,580	10,058	10,562	11,089	11,644	12,227
Senior Administrative Analyst	Exempt	7,376	7,745	8,133	8,539	8,966	9,414
Senior Center Supervisor	Exempt	5,468	5,741	6,028	6,330	6,647	6,979
Senior Engineer	Exempt	7,907	8,303	8,718	9,153	9,612	10,091
Senior Planner	Exempt	7,820	8,211	8,621	9,052	9,505	9,979
Senior Programmer Analyst	Exempt	7,318	7,684	8,068	8,471	8,894	9,338
Transportation Manager/City Traffic Engineer	Exempt	9,580	10,059	10,562	11,090	11,644	12,227
Water Superintendent	Exempt	7,398	7,768	8,157	8,564	8,992	9,442

Administrative Hourly

Classification	Exemption	Step A	Step B	Step C	Step D	Step E	Step F
Administrative Analyst	Non-Exempt	31.69	33.28	34.94	36.69	38.52	40.45
Administrative Assistant	Non-Exempt	31.92	33.51	35.19	36.95	38.80	40.74
Administrative Assistant II	Non-Exempt	27.65	29.03	30.48	32.00	33.60	35.28
Assistant Planner	Non-Exempt	32.69	34.32	36.03	37.83	39.72	41.71
Associate Planner	Non-Exempt	37.53	39.41	41.38	43.45	45.62	47.91
Civil Engineering Assistant	Non-Exempt	35.94	37.74	39.63	41.60	43.68	45.87
Community Services & Recreation Coordinator	Non-Exempt	27.65	29.03	30.48	32.00	33.60	35.28

Economic Development Specialist	Non-Exempt	31.69	33.28	34.94	36.69	38.53	40.45
Housing Specialist	Non-Exempt	35.11	36.87	38.71	40.65	42.68	44.81
Human Resources Analyst	Non-Exempt	32.12	33.72	35.41	37.18	39.04	40.98
Human Resources Specialist	Non-Exempt	27.65	29.03	30.47	32.00	33.60	35.28
Management Analyst	Non-Exempt	31.79	33.38	35.05	36.81	38.65	40.58
Plan Checker	Non-Exempt	37.47	39.35	41.31	43.38	45.55	47.83
Planning Technician*	Non-Exempt	26.14	27.44	28.81	30.25	31.76	33.35
Senior Administrative Assistant	Non-Exempt	30.39	31.91	33.51	35.18	36.94	38.79

Annual Salary: hourly rate x 2080

Monthly Salary: hourly rate x 2080/12

* Positions that are above median based on the preliminary compensation study